

Minutes of the Finance Committee

Monday, October 29, 2012

Chair Haukohl called the meeting to order at 8:30 a.m.

Present: Supervisors Pat Haukohl, Richard Morris, Dan Draeger, Larry Nelson, and Pamela Meyer. **Absent:** Bill Zaborowski and Cathleen Slattery.

Also Present: Chief of Staff Mark Mader, Legislative Policy Advisor Sarah Spaeth, County Board Chair Paul Decker, Accounting Services Manager Larry Dahl, Employee Benefits Administrator Pete Hans, Administration Director Norm Cummings, Budget Manager Keith Swartz, Budget Management Specialist Linda Witkowski, Public Works Committee Chair Dave Swan, Emergency Preparedness Director Rich Tuma, Emergency Management Coordinator Bill Stolte, UW-Cooperative Extension Co-director Jerry Braatz, and Senior Financial Analysts Bill Duckwitz and Clara Daniels. Recorded by Mary Pedersen, County Board Office.

Approve Minutes of Previous Meeting(s)

MOTION: Nelson moved, second by Draeger to approve the minutes of October 9, 2012. Motion carried 5-0.

Schedule Next Meeting Dates

- Wednesday, November 7th (8:30 a.m.; Morris absent)
- Tuesday, November 20th (1:00 p.m.; joint and regular meeting)

Discuss and Consider 2013 Capital Projects, Debt Service, and the Non-Departmental Budget (General Fund, Health & Dental Insurance Fund, Contingency Fund)

Cummings discussed the proposed 2013 Debt Service Fund including the County's policy on debt service. Total debt service is budgeted at \$14,783,365, an increase of \$84,467 from the adopted 2012 budget. The County tax levy totals \$13,355,000, a decrease of \$60,000.

Regarding capital projects, Cummings advised proposed 2013 expenditures are budgeted at \$27,870,000, a decrease of \$12,086,000 or 30.2% from the adopted 2012 budget. The County tax levy is budgeted at \$2,000,000, a decrease of \$425,000 or 17.5%.

MOTION: Nelson moved, second by Morris to tentatively approve the 2013 Debt Service Fund and capital projects budget. Motion carried 5-0.

Cummings explained the proposed 2013 Non-departmental budget area that covers three budgets not directly associated with, or controlled by, a specific County department. Both revenues and expenditures in the General Fund are budgeted at \$1,896,300, a decrease of \$534,800 or 22% from the adopted 2012 budget. The County tax levy is budgeted at \$150,000, a decrease of \$25,000 or 14.3%. The decrease is mainly due to a reduction in Special Assessments (-\$125,000), County Historical Society (-\$152,000), and Small Business Loan Program (-\$200,000). Haukohl commented that we need to carefully examine our relationship with the Historical Society during this next year to determine at what level the County should support the museum in the future. Hans commented on the success of the County's wellness program in helping keep health insurance costs down. Cummings noted they are not recommending any change in the Contingency Fund from

2012. For 2013, the Contingency Fund is budgeted at \$1,200,000, none of which is County tax levy.

MOTION: Morris moved, second by Draeger to tentatively approve the 2013 Non-departmental budget. Motion carried 5-0.

Discuss and Consider Amendments to the 2013 Waukesha County Operating Budget

Amendment: PW-1

Committee Chair: Dave Swan

Department: Public Works

Committee: Public Works

Fund: Transportation Fund

Swan explained his amendment to the 2013 Public Works Department budget to add objective #12 which would read as follows: Develop a pilot program that will examine extending the life cycle of two to three patrol trucks by one year, from eight years to nine years. Analyze the total life cycle cost of the trucks and report findings to the County Executive and County Board.

MOTION: Draeger moved, second by Morris to approve Amendment PW-1. Motion carried 5-0.

Amendment: EXE-1

Committee Chair: Paul Decker

Department: UW Cooperative Extension

Committee: Executive

Fund: General Fund

Braatz explained his amendment for the 2013 UW Cooperative Extension budget to accept grant funds totaling \$48,300 from the U.S. Department of Health and Human Services (Substance Abuse and Mental Health Services Administration) for the Sober Truth on Preventing Underage Drinking (STOP) Act. Increase General Government Revenues by \$48,300 for the STOP Act grant; increase operating expense appropriations by \$45,500 (including \$23,000 for a part-time contracted project coordinator; \$13,500 for design and development of educational media campaigns; \$5,400 for state contracted educator time costs and \$3,600 for training, travel, supply and other costs); and increase interdepartmental charges by \$2,800 for Countywide Indirect Cost Recovery. There is no additional direct tax levy impact associated with this amendment.

MOTION: Nelson moved, second by Meyer to approve Amendment EXE-1. Motion carried 5-0.

Amendment: JLE -1

Committee Chair: Dave Falstad

Department: Emergency Preparedness

Committee: Judiciary & Law Enforcement

Fund: General Fund

Tuma and Stolte explained the proposed amendment to the 2013 Emergency Preparedness Department budget (Disaster Management General Fund) to accept additional 2013 Emergency Management Performance Grant (EMPG) funds of \$12,495 to fund disaster management related activities. Increase General Government Revenue by \$12,495 (from \$171,993 to \$184,488) for additional EMPG funding and increase operating expense-contract services appropriations by \$12,495 (from \$46,040 to \$58,535) for costs associated with training, exercises and implementation of the new Comprehensive Emergency Management plan; and on-going community preparedness response activities planned for 2013. There is no additional direct tax levy impact associated with this amendment.

MOTION: Nelson moved, second by Morris to approve Amendment JLE -1. Motion carried 5-0.

Amendment: FIN-1
Departments: Parks and Land Use
Fund: Materials Recycling Fund

Committee Chair: Pat Haukohl
Committee: Finance

Haukohl explained this amendment to the 2013 Materials Recycling Fund budget to add objective #5 which would read as follows: The County will continue to analyze and negotiate a regional Materials Recovery Facility agreement to privately process aggregate tonnage with the City of Milwaukee or other regional partners.

MOTION: Draeger moved, second by Meyer to approve Amendment FIN-1. Motion carried 5-0.

Amendment: SPR -1
Department: Sheriff
Fund: General Fund

Supervisor: Mike Crowley
Committee: N/A

The committee discussed this amendment to the 2013 Sheriff General Fund budget which would read as follows: It is the recommendation of the Waukesha County Board of Supervisors that the Sheriff provide an armed, sworn law enforcement deputy at the Courthouse front entrance security screening station.

Haukohl said the sheriff is in agreement to this amendment and she is hopeful he can find the funds within his budget, perhaps utilizing deputies when they are not in court, to staff the front door at least on a part time or at random basis. She noted the department received a \$230,000 increase in County tax levy plus \$65,000 in fund balance to support health insurance cost increases.. There are a number of unfilled positions and extensive overtime hours budgeted. Mader said it is his understanding the sheriff will accept this language in his budget and this will not result in a veto by County Executive Vrakas.

MOTION: Nelson moved, second by Draeger to approve Amendment SPR -1. Motion carried 5-0.

State Legislative Update

Spaeth said the State 911 Study Committee discussed ongoing landline/emergency response problems, and the 75-cent funding issue of which there seems to be no consensus.

Future Agenda Items

- Review the WCEDC Leverage Loan and the Revolving Loan Programs through CDBG (Haukohl)

MOTION: Draeger moved, second by Morris to adjourn at 11:16 a.m. Motion carried 5-0.

Respectfully submitted,

William J. Zaborowski
Secretary